



*Michigan Land Bank  
Fast Track Authority*

***Adjacent Lot Disposition Application***

Thank you for your interest in tax reverted property owned by the State of Michigan Land Bank Fast Track Authority (Authority). The mission of the Authority is to return blighted tax reverted properties to productive and economically viable use. The Authority will work cooperatively with local units of government and the private sector to effectively create opportunities for economic growth within the manufacturing, industrial, commercial, retail, housing and public use arenas. The application process will assist individuals who are interested in purchasing or otherwise acquiring properties owned by the Authority.

**The Application Process:**

1. The application process consists of submitting a completed application to the Authority at the Lansing Office.

**Michigan Land Bank Fast Track Authority  
300 North Washington Square  
Lansing, MI 48913**

2. Upon receipt of your completed application and required documentation, the Authority will evaluate your application.
3. You will be notified if your application is denied or approved. If approved, you will be notified of the parcel(s) available for purchase and the appraisal cost, if any. All property will be sold at an agreed value plus the costs associated with the sale (property costs). The Authority may conduct its own valuation or it may, at its sole discretion, hire an outside appraiser.
4. You will be informed of the price the Authority will be willing to entertain as an offer and any other property costs associated with a potential sale. If you are still interested in purchasing the property, a purchase agreement will be drafted for the parcel(s) and a closing date will be scheduled. **All payments must be made in the form of a Cashier's Check or Money Order made payable to the STATE of MICHIGAN.**
5. The closing will occur and the property will be transferred to the purchaser by Quitclaim Deed after final payment has been received by the Authority. This is a **cash-sale**. The purchaser is responsible for all appraisal and closing costs incurred in the property conveyance.

Again, thank you for your interest in the Michigan Land Bank Fast Track Authority. If you have any further questions, please feel free to contact us at **(517) 335-7810**.

## **Adjacent Lot Disposition Program**

Individual parcels of property owned by the Authority may be transferred to adjacent property owners in accordance with the following policies.

The Authority in its sole discretion may choose to include or not include any given parcel of property in the Adjacent Lot Disposition program. The property shall be transferred for the purpose of expanding the side and/or rear lot area of the adjacent property. All transferees must own the contiguous property as determined by the following criteria.

Qualified properties consist of parcels eligible for inclusion in the Adjacent Lot Disposition Program shall meet the following minimum criteria:

- (a) The property shall have at least a 75% common boundary line with the property to which it is proposed to be attached.
- (b) According to city or local zoning/building codes, the property is not buildable or able to be developed independently.
- (c) In the opinion of the Authority, the parcel is not part of a proposed plan or development requiring land assembly.

When more than one adjacent property owner exists and each owner desires to acquire the same adjacent lot, the property may be divided and sold to the interested parties proportionate to their rightful share as determined by the Authority. The Authority shall contact adjacent property owners to ascertain their interest in the property. The lot may be sold to one owner if the other adjacent property owners are not interested in their respective shares.

Property sold through the Adjacent Lot Program may be sold for a nominal cost plus property costs to be established by the Authority, at its sole discretion.

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### **Application**

As applicant, I wish to participate in the Adjacent Lot Disposition Program by applying to purchase the vacant lot next to my property; this application does not guarantee the sale of said property.

The address of the property I wish to purchase (include parcel identification/ward/item number):
The address of the property I own (include parcel identification/ward/item number):
The proposed use of the property (include all relevant documentation):

## **Applicant Information Sheet**

Applicant's Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

City\_\_\_\_\_County\_\_\_\_\_State\_\_\_\_\_Zip\_\_\_\_\_

Phone\_\_\_\_\_Fax\_\_\_\_\_Cell\_\_\_\_\_

Email Address \_\_\_\_\_

### **If Applicable**

Co-Applicant's Name \_\_\_\_\_

## **Applicant Certification**

### **I HEREBY CERTIFY THAT:**

1. I am not in default of property taxes payable to any governmental taxing unit. I understand that the Authority will verify my tax status.
2. I understand that if there are other adjacent property owners and each owner desires to acquire the same adjacent property, the lot may be divided and transferred to the interested parties proportionate to their rightful share as determined by the Authority.
3. If spouse's name will appear on the conveyance document, both spouses must sign this application. If more than one person co-owns the property next to the adjacent lot, all must sign this application.
4. All of the copies of the materials submitted with this application are complete, accurate and current.
5. I further understand and agree that I must maintain the adjacent lot, in accordance with all land use, zoning, and property maintenance laws and ordinances.
6. I also certify that I will pay all costs and fees associated with the adjacent lot, the closing of this transaction, and any future related transactional costs.

## Required Documents

- A. Proof of Ownership (one of the following):  
Copy of Recorded Deed *or*  
Copy of Recorded Land Contract Papers *or*  
Copy of Recorded Mortgage Papers
- B. Proof of paid real estate taxes (provide both):  
Copy of current paid city property tax bill *and*  
Copy of current paid county property tax bill
- C. Proof of Identity (one of the following):  
Copy of Michigan Driver's License *or*  
Copy of Michigan State ID Card *or*  
Copy of Affidavit of Identity (must be notarized)
- D. Verification that the proposed use is consistent with state and local requirements by supplying a copy of all relevant zoning information for the property I own and adjacent lot applying to purchase.
- E. Property assessment cards for property I own and adjacent lot applying to purchase.
- F. Photos of requested property (Taken within last 30 days)

By signing below, I/we certify that I/we have read, understand, and agree to be bound by all terms of this entire application. I/We further certify that all of the statements set forth in this application are true.

Applicant's Signature \_\_\_\_\_

Applicant's Printed Name \_\_\_\_\_ Date: \_\_\_\_\_  
As appears on driver's license

Co-Applicant's Signature \_\_\_\_\_

Co-Applicant's Printed Name \_\_\_\_\_ Date: \_\_\_\_\_  
As appears on driver's license

ISSUE DEED TO:			MAIL DEED TO:		
NAME			NAME		
ADDRESS			NAME		
CITY	STATE	ZIP CODE	ADDRESS		
COUNTY			CITY	STATE	ZIP CODE

## Legal Disclaimer

The State of Michigan, its departments, the **Michigan Land Bank Fast Track Authority (Authority)**, its officers, employees, contractors, and agents, make no warranty or representation as to the status or condition of title on any of the properties conveyed by the Authority. The applicant assumes all responsibility to search and, if necessary, clear title to the properties. The applicant is encouraged to obtain a title insurance policy for each property and to obtain legal or other technical advice in order to search and clear title to the properties.

The State of Michigan, its departments, the **Authority**, its officers, employees, contractors, and agents, make no warranty or representation as to the presence or absence of any hazardous substance or hazardous waste on any of the properties conveyed by the Authority. All properties are sold “as is.” The State of Michigan, its departments, the **Authority**, its officers, employees, contractors, and agents, make no warranty or representation as to the environmental condition of any of the properties or of any structures or improvements located on any of the properties. The applicant assumes all responsibility to investigate, and if necessary remediate, the environmental condition of the properties. The applicant is encouraged to obtain technical advice in order to investigate, and if necessary remediate, the environmental condition of the properties.

The State of Michigan, its departments, the **Authority**, its officers, employees, contractors, and agents, make no warranty or representation as to the physical condition of any of the properties or of any structures or improvements located on any of the properties conveyed by the Authority. The applicant assumes all responsibility to investigate, and if necessary repair the physical condition of the properties or of any structures or improvements located on any of the properties. The applicant is encouraged to obtain technical advice in order to investigate, and if necessary repair, the physical condition of any of the properties or of any structures or improvements located on any of the properties.

The State of Michigan, its departments, the Authority, its officers, employees, contractors, and agents, comply with Elliot-Larson Civil Rights Act, 1976 PA 453, the Persons with Disabilities Civil Rights Act, 1976 PA 220 and all other federal, state and local fair employment practices and equal opportunity laws and do not discriminate based on religion, race, color, national origin, age, sex, height, weight, or physical or mental disability, or marital status.

In addition to the sale price of said property, the applicant will be required to pay all costs associated with this transaction, as determined by the Authority.

The purchaser will receive a “**Quitclaim Deed**” from the **Michigan Land Bank Fast Track Authority**. The property will be conveyed, “As Is” – with no title insurance. The purchaser will assume responsibility for the property and may incur delinquent tax liabilities. The Quitclaim Deed does not warrant title and may be subject to redemption rights (that right which allows a former owner of a tax reverted property to invoke a legal claim, to reclaim forfeited property by paying delinquent taxes, fees and/or costs). It is strongly recommended to the purchaser to obtain title insurance for all properties to be conveyed by the Authority. It is further suggested that title insurance is ordered upon approval of this application.

I/We understand that the **Authority** will offer the property(s) “**AS IS**” with no warranty of the title whatsoever. I/We understand that the property(s) may have substantial physical, environmental, and/or title defects. I/We understand that I/we am/are assuming the risk for any defects in the property(s). No one from or on behalf of the State of Michigan, its departments, the **Authority**, its officers, employees, contractors, or agents, has made any statements, promises, representations, or warranties, expressed or implied, as to the condition of the property(s) or title to the property(s). I/We acknowledge that I/we am proceeding at my/our own risk. I/We hereby release, waive, discharge, and covenant to hold harmless the State of Michigan, its departments, the **Authority**, its officers, employees, contractors, and agents from all liability regarding the condition of the property(s), whether environmental, physical, legal (title), or otherwise.

By signing below, I/we certify that I/we have read, understand, and agree to be bound by all terms of this entire application. I/We further certify that all of the statements set forth in this application are true.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Co-Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_